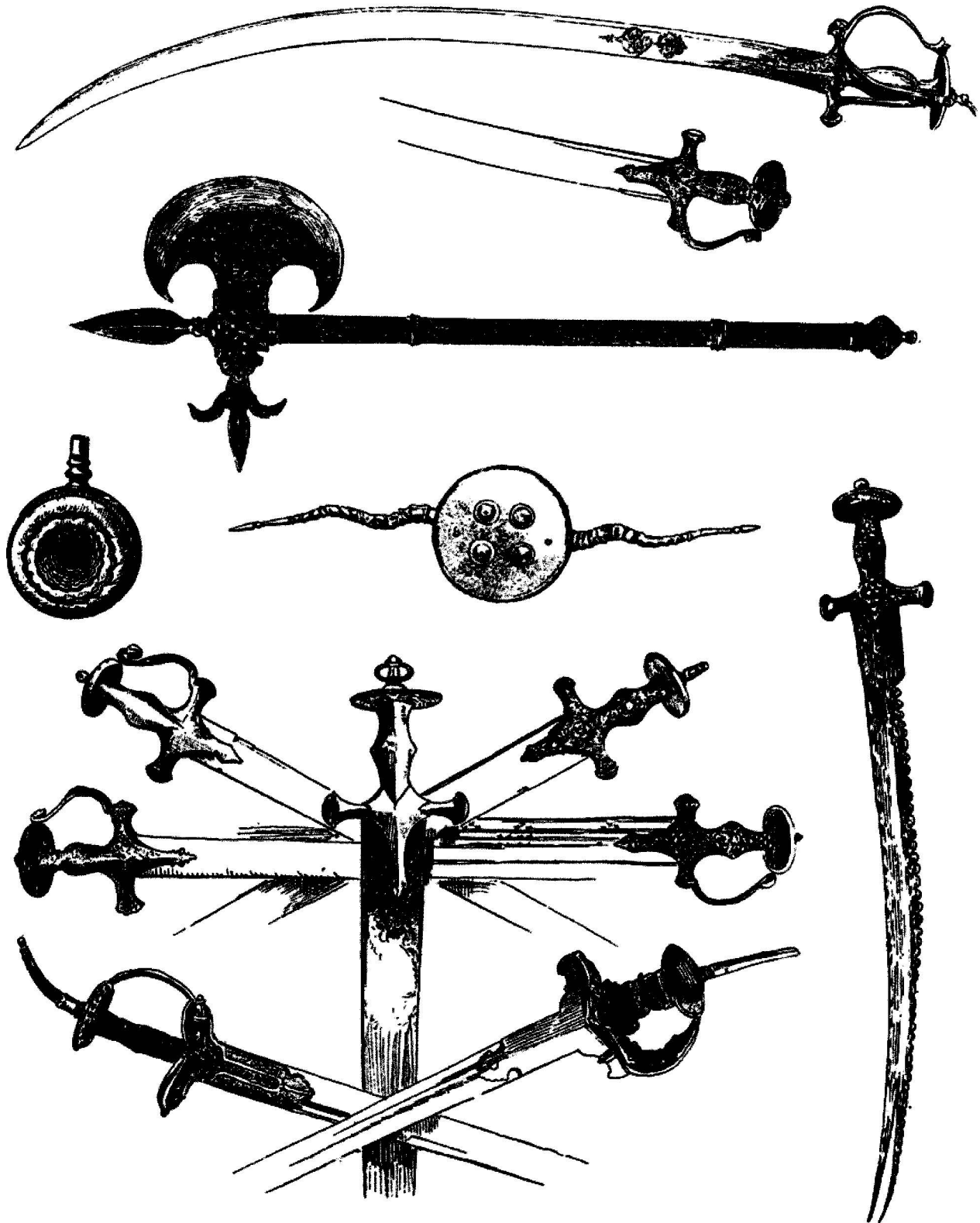


The 5 D's of Productivity:



Do it (if it's easy and takes less than 2 minutes), Delegate it, Defer it, Diminish it, or Delete it completely.

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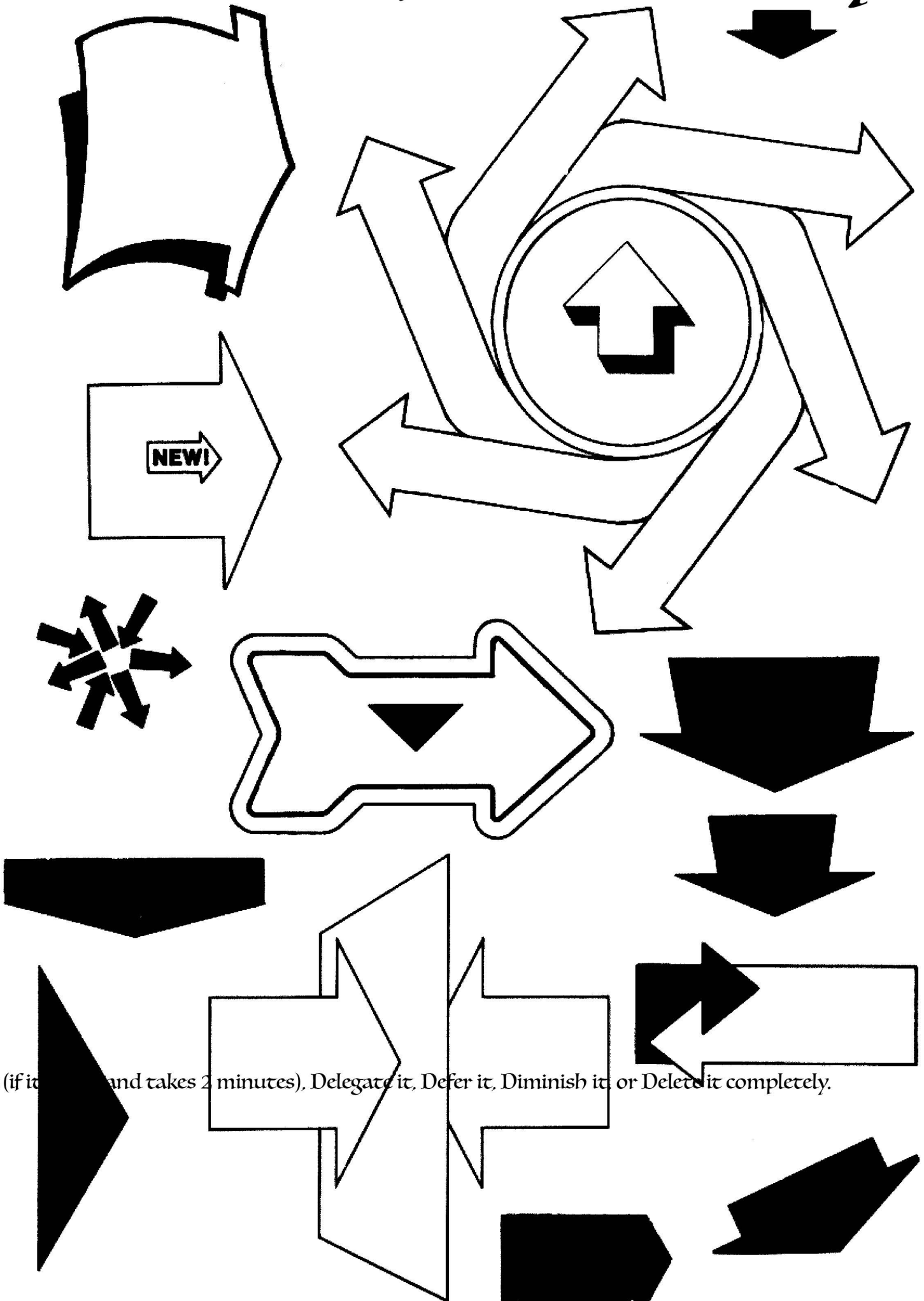
The 5 D's of Productivity:

Business ■



Do it (if it's easy and takes 2 minutes), Delegate it, Defer it, Diminish it, or Delete it completely.

The 5 D's of Productivity:



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